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**MEETING MINUTES**  
**STATE CONSUMER AND FAMILY ADVISORY COMMITTEE**

***March 13, 2008***

**Present:** Beaufort Bailey, Carl Britton-Watkins, Wilda Brown, Terry Burgess, Zack Commander, Bill Cook, Kathy Crocker, Carol DeBerry, Judy Dempsey, Tisha O'Neal-Gamboa, Ron Kendrick, Marian Spencer, Andrea Stevens, David Taylor Jr. and Cynthia Vester.

**Absent:** Marianne Clayter, Libby Jones, Carl Noyes and Amelia Thorpe.

**Staff Present:** Director Dr. Mike Lancaster, Director Leza Wainwright, Chris Phillips, Ann Remington and Cathy Kocian.

**Guests:** Carolyn Anthony, Fred Johnson, Gerri Smith and Judy Taylor.

| <b>Presenter &amp; Topic</b>   | <b>Discussion</b>   | <b>Action</b>  |
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| <b>Welcome:</b><br><b>Carl Britton-Watkins, SCFAC</b><br><b>Chair</b>  | <ul style="list-style-type: none"><li>• The meeting was called to order at 9:30 A.M.</li></ul>  | The agenda was approved with changes.<br><br>The February minutes were approved with changes.  |
| <b>Public Comments/Issues</b>  | <ul style="list-style-type: none"><li>• There were no public comments this month.</li></ul>   |  |
| <b>Critical Issues Sub-Committee:</b><br><b>Ron Kendrick</b>   | <ul style="list-style-type: none"><li>• SCFAC members discussed and agreed that the SCFAC letterhead with the standard format will be used for making recommendations to the LOC, DHHS Secretary and Division of MH/DD/SAS Executive Leadership Team.</li><li>• SCFAC members unanimously approved utilizing the last hour of future meetings to discuss recommendations, the development of white papers and future action steps that need to be taken by the committee.</li><li>• It was decided that future SCFAC Sub-committee reports will be written in advance of SCFAC monthly meetings and distributed to members for their review prior to the meeting.</li></ul> |  |
| <b>Discussion with Division</b><br><b>Leadership:</b><br><b>Dr. Mike Lancaster and Leza</b><br><b>Wainwright</b> | <ul style="list-style-type: none"><li>• Leza stated that both she and Mike plan to attend future SCFAC meetings whenever possible.</li><li>• SCFAC members and guests were all invited to attend a celebration for Mike Moseley today in the Albemarle building.</li><li>• SCFAC members reaffirmed their support for the proposed no smoking rule in state facilities but wanted to emphasize that this support is contingent on the provision of cessation programs.</li><li>• Leza stated that the Division has not received the final Mercer report but that feedback from the Mercer Review Team is that there are some LMEs with</li></ul>                            | SCFAC members voted to send a letter to Mike Moseley thanking him for the dedication, compassion, and expertise he has demonstrated in his career.<br>Andrea Stevens will draft a white paper expressing SCFAC's support of the no smoking policy in state facilities. |

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|  | <p>expertise in some areas, but there are no LMEs with expertise in all areas. The preliminary Mercer report is due to the Division on March 31, 2008 and will be delivered to the LOC in April. The SCFAC requested that an executive summary of the Mercer Report be made available to them as soon as possible following issuance of the report.</p> <ul style="list-style-type: none"> <li>• SCFAC members asked Leza for clarification on Session Law 2006-142, House Bill 2077 regarding the appointment of LME Board Members.</li> <li>• SCFAC members received a handout summarizing the recent newspaper article from the News and Observer outlining the Secretary's and the Governor's plans to address MH/DD/SAS system problems. Leza and Mike discussed each point in the summary with the group and provided clarification.</li> </ul>  | Chris Phillips will send the members the statutes regarding Area Boards.                                     |
| <b>Crisis Service Workgroup:<br/>Carl Britton-Watkins</b>                            | <ul style="list-style-type: none"> <li>• Carl stated that the workgroup members are focusing on fees for services and money paid to licensed clinicians, nurses and psychiatrists.</li> <li>• Carl told the group that there was discussion about salaried positions for psychiatrists employed by the LMEs.</li> <li>• The workgroup has also requested that Bob Kurtz do a Crisis Intervention Training presentation for the Crisis Workgroup members.</li> <li>• In addition, several suggestions were made by the workgroup: <ul style="list-style-type: none"> <li>○ That there be better collaboration between hospitals and LMEs along crisis follow-up,</li> <li>○ That service system barriers need to be addressed,</li> <li>○ That all LMEs have 24/7 access in place and</li> <li>○ That mobile crisis teams exist statewide to attend to people in crisis and to have the capacity to conduct immediate assessments.</li> </ul> </li> </ul>   | Carl will develop a written report on the Crisis Workgroup meetings in advance of all future SCFAC meetings. |
| <b>External Advisory Team &amp; Staff Qualifications Workgroup:<br/>Judy Dempsey</b> | <ul style="list-style-type: none"> <li>• Judy referenced and provided information concerning the Comprehensive Service Provider (CSP) Comments and Questions document that was distributed at the recent Staff Qualifications meeting in Raleigh.</li> <li>• Judy provided SCFAC members with information taken from the January 28, 2008 document entitled "Change in Expenditures and Utilization of Certain Services." Judy also provided an update on the meeting discussion that included: <ul style="list-style-type: none"> <li>○ Comments that were received from providers regarding the development of new services that are needed but which represent challenges in terms of start-up costs,</li> <li>○ The fact that providers have known for two years that they must be Nationally Accredited by March 2009 and</li> <li>○ The amount of Community Support Services (CSS) delivered in relation to the amount of overall services provided during 2006-2007.</li> </ul> </li> </ul> | Judy will develop a written report on the EAT meetings in advance of all future SCFAC meetings.              |
| <b>Executive Leadership Team:<br/>Carl Britton-Watkins</b>                           | <ul style="list-style-type: none"> <li>• Carl relayed information that was discussed at the February ELT meeting in Raleigh: <ul style="list-style-type: none"> <li>○ Mike Moseley's farewell celebration will be held on March 13, 2008</li> </ul> </li> </ul>  | Carl will develop a written report on the Executive Leadership Team meetings in advance of all future        |

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|   | <p>in the Albemarle building.</p> <ul style="list-style-type: none"> <li>○ Broughton is in the process of being recertified.</li> <li>○ The Mercer report will be presented to the LOC in April.</li> </ul>  | SCFAC meetings.   |
| <b>Guardianship Sub-committee:</b><br><b>Wilda Brown, Kathy Crocker</b>                         | <ul style="list-style-type: none"> <li>• Wilda distributed the draft Guardianship Report and requested feedback from SCFAC members. The committee made some recommendations for edits and agreed that the final report needs to be sent to LOC Chairs, Secretary Benton and the Division ELT.</li> </ul>   | <p>Cathy Kocian will make the requested changes and distribute the final report.</p> <p>Wilda was approved for expenses in order to travel and present the final report to the Beacon CFAC.</p> |
| <b>SCFAC Meeting with LOC Leadership:</b><br><b>Carl Britton-Watkins</b>                        | <ul style="list-style-type: none"> <li>• The SCFAC members approved the following topics be discussed during the upcoming meeting with Andrea Poole and Shawn Parker, staff to Verla Insko and Martin Nesbit: <ul style="list-style-type: none"> <li>○ Proposed changes to fix the mental health system summarized from the News and Observer article,</li> <li>○ Significant legislative challenges for this year and next year,</li> <li>○ Mechanisms to influence legislation and decision making,</li> <li>○ CAP waiver changes (4 Tiers),</li> <li>○ The General Assembly's commitment to state funding for MH/DD/SAS,</li> <li>○ What are the factors that most influence the LOC Chairs' and member's perspectives and decisions (i.e. input from the public at large, personal experiences and/or what they have heard or read)?</li> <li>○ Concern about the lack of a protocol to retract LME Single Stream funding designation.</li> <li>○ Who sets the LOC agenda and how can SCFAC effectively influence the agenda?</li> </ul> </li> </ul> | SCFAC members voted to review the items in the summary of the Secretary's and the Governor's proposed plan and submit comments to Kathy Crocker by Tuesday, March 25, 2008.                     |
| <b>Leadership Training for Consumer and Family Advisory Committees:</b><br><b>Ann Remington</b> | <ul style="list-style-type: none"> <li>• Ann Remington provided SCFAC with feedback received from conference participants. The majority of comments were very positive. There was some concern regarding the hotel's accessibility issues, but, given the ADA rules and regulations, the hotel was up to code. The Hawthorne Inn staff was gracious and extremely helpful and willing to help conference attendants in any way they could. Comments received indicated that the conference was very successful and helpful in terms of enhancing CFACs' overall effectiveness in providing input to the service system.</li> </ul>   |   |
| <b>Hospital Management and Operations Workgroup:</b><br><b>Carl Britton-Watkins</b>             | <ul style="list-style-type: none"> <li>• SCFAC members have officially requested in writing that the Secretary assign more consumers to this workgroup.</li> </ul>   |   |

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| <b>Travel Policies and Mileage Reimbursement Issue</b> | <ul style="list-style-type: none"> <li>Kathy Crocker is going to follow up with Representative Lucy Allen to arrange a date for her to attend the SCFAC to discuss the possibility of sponsoring a proposal by SCFAC. The proposal would increase the state's current mileage reimbursement rate for State Boards and Commissions.</li> </ul>                                     | Cathy Kocian will send Kathy Crocker Lucy Allen's contact information. |
| <b>Next Meeting Date</b>                               | The next meeting is scheduled for April 10, 2008 from 9:30 A.M. – 3:00 P.M.<br>The meeting will be held in the Four Sisters Room at the Clarion Hotel State Capital, 320 Hillsborough Street, Raleigh, NC.  |  |
| <b>April 2008 Meeting Agenda</b>                       | Approval of the Agenda.<br>Approval of the March 2008 minutes.<br>LOC Discussion with Andrea Poole and Shawn Parker..<br>Public Comment & Issues Session.<br>Nominating Committee Elected from the Floor.<br>Representative Lucy Allen to discuss mileage reimbursement rates.<br>Critical Issues Strengthen Local CFACs.<br>SCFAC Sub-Committee Written Reports.<br>Action Recap |  |
| <b>Future Discussion</b>                               | <ul style="list-style-type: none"> <li></li> </ul>  |  |